



Introduction

OPERATIONS MANUAL for CNFJ Regional Facility Management System – July 2003

Introduction

From the Regional Engineer...

11 July 2003

This Regional Facility Management System (RFMS) Operations Manual is designed to be a communications tool. It is a common reference point describing how we work together as a team to accomplish our important facility management mission. The Operation Manual defines our:

- Concept of operations.
- System components and their responsibilities.
- Key business processes.

The target audience for this manual is all RFMS leaders and managers. Use this tool to:

- **Understand** how the system works.
- **Adapt** your actions to support the concept of operations.
- **Lead** by supporting actions.
- **Coach** others, especially subordinates, to also understand, adapt, and lead.

This manual is a beginning, not an end. We will update it periodically with improvements inspired by your good ideas and our dynamic world.

Our vision is to ***Deliver world-class facilities management support to our Forward Deployed Naval Forces***. I appreciate your dedication to our important journey.

Captain Donald H. Orndoff, CEC, USN
CNFJ Regional Engineer
Commanding Officer, Public Works Center, Japan
Officer in Charge of Construction, Far East